

ROUTING AND TRANSMITTAL SLIP		Date
		13 JUNE 1986
To: (Name, office symbol, room number, building, Agency/Post)		Initials Date
1. DIRECTOR OF SECURITY		
2. EO		rgm 6/16
3.		
4.		
5.		
Action	File	Note and Return
Approval	For Clearance	For Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

#1 - ACTION

PLEASE PROVIDE A RESPONSE FOR THE  
DDA'S SIGNATURE.

SUSPENSE: 27 JUNE 1986

DO NOT use this form as a RECORD of approvals, concurrences, dispositions, clearances, and similar actions

y/Post)		Room No.—Bldg.
EXECUTIVE OFFICER TO THE DDA 7D24 HOS		Phone No.

8041-102

\* U.S.G.P.O.: 1963 - 421-529/320

OPTIONAL FORM 41 (Rev. 7-76)  
Prescribed by GSA  
FPMR (41 CFR) 101-11.606

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2081

~~CONFIDENTIAL~~

Executive Registry
86- 2679



MEMORANDUM FOR: Deputy Director for Administration  
FROM: Executive Director  
SUBJECT: Concern Re Physical Security

Bill,

Attached you will find an issue which the DCI MAG believes deserving of the attention of senior management. The MAG has been briefed by [redacted] on what the Office of Security is doing to deal with well-known physical security problems at our various outlying buildings. They are also aware of the resource limitations which exist. Their suggestion, however, is that an education/awareness program involving the employees themselves (not unlike a Neighborhood Watch Program) might dovetail with the Office of Security's ongoing efforts. Would you have [redacted] look into this and get back to me with your comments or proposed course of action?

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Thank you.

Attachment:  
As stated

cc: ES

OS REGISTRY
16 JUN 1986

~~CONFIDENTIAL~~

21 MAY 1986

MEMORANDUM FOR: Executive Director

THROUGH: Executive Secretary

FROM:   
Chairman, DCI/MAG

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SUBJECT: DCI/MAG Issue Statement on Physical Security

1. Attached for your consideration is a DCI/MAG Issue Statement on physical security at outlying buildings. The DCI/MAG agrees that undertaking the physical security awareness program recommended in the Issue Statement would aid Agency employees to understand better the environment in which they work, and perhaps help to convince them that Agency managers are concerned about the security of Agency employees and facilities.

2. The Director, Office of Security has been most cooperative in providing information to the DCI/MAG and listening to our recommendations. We hope, in developing the program we have recommended, that O/S will provide individualized programs for each outlying building, will discuss specifics as much as possible, and will avoid an "alarmist" presentation that might heighten concerns unnecessarily.

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DCI MAG  
Issues Statement  
5 May 1986  
Physical Security of Outlying Buildings

Issue

The physical security of Agency outlying buildings and facilities is of present and continuing concern. In reality there may be no apparent clear and present danger to Agency employees, contractors, detailees, authorized visitors, and others occupying those locations. However, the possible threats and problems posed by either trespassers of various motives or, in the extreme, by dedicated terrorists give rise to genuine concern and challenge the resources of those responsible for security.

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Recommendations

In addition to present Office of Security (OS) plans and procedures for protection of outlying buildings, it is recommended that OS develop and implement through its Security Education Staff a specific physical security protection awareness program for employees assigned to those buildings. As security is everyone's business, all employees should be given the wherewithal to recognize physical security compromises of their building environs.

Summary

Physical security protection of outlying buildings and facilities is a real issue - something more than a mundane, routine concern. It touches the personal safety and well-being of every employee. Development of a specific physical security awareness program to challenge the alertness of all employees is an essential key.

JUL 1963

MEMORANDUM FOR: Executive Director

FROM: William F. Donnelly  
Deputy Director for Administration

SUBJECT: Physical Security Briefing on Outlying  
Buildings

1. The Office of Security has reviewed the DCI MAG Issue Statement on Physical Security and finds the suggested recommendations to have merit. The Office of Security is appreciative of the interest displayed by the DCI MAG and intends to include the suggested presentation in a new Security Awareness initiative currently being developed. This new initiative is a Briefing Program on a variety of current security issues. A memorandum is being circulated throughout Agency management offering competent speakers from the Office of Security to visit components and address Agency employees on security issues of current concern. Two of the proposed topics under this initiative are: (1) "Security of the Headquarters Compound and the Outlying Buildings" and (2) "What the Office of Security is Doing in Response to the Heightened Terrorist Threat."

2. The suggestion of the DCI MAG that employees be given information on "what they can do to recognize physical security compromises" and what they could do in response is a natural and productive addition to the above topics. The Office of Security will therefore implement the DCI MAG suggestion through this new awareness initiative. Should a member or members of the MAG wish to directly share their insights on this issue they can do so through the Chief of the Security Education Staff

William F. Donnelly

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CONFIDENTIAL

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: William F. Donnelly  
Deputy Director for Administration

EXTENSION

NO.

DATE 1 JUL 1986



TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED FORWARDED

1. Executive Director N7  
7E12 Hqs Bldg.

7-03-86

95

2.

3. EXECUTIVE  
SECRETARY

4.

5.

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7.

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11.

12.

13.

14.

15.



B-613-15

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: Chairman, DCI MAG  
Rm 1016 Ames

EXTENSION

NO.

Executive Registry

DATE

86 3160

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

	DATE		OFFICER'S INITIALS	COMMENTS
	RECEIVED	FORWARDED		
1. <span style="border: 1px solid black; padding: 2px;">7 E13 HQS</span>				
2.				
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B-613-11




ER 3160 86

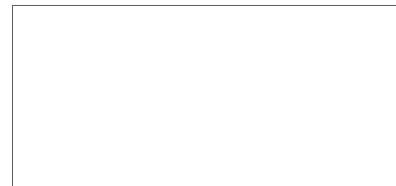
14 July 1986

MEMORANDUM FOR: Chairman, DCI MAG  
FROM: Executive Secretary  
SUBJECT: DCI MAG Suggestion re Physical Security of Outlining  
Buildings

Attached please find the DDA's response to the Executive Director  
commenting on subject suggestion.

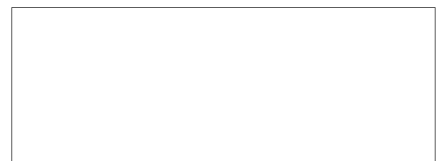
Please note that you are invited to follow-up with   
Chief of the Security Education Staff, should you so desire.

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Attachment



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CONFIDENTIAL

1 JUL 1966

MEMORANDUM FOR: Executive Director

FROM: William F. Donnelly  
Deputy Director for Administration

SUBJECT: Physical Security Briefing on Outlying  
Buildings

1. The Office of Security has reviewed the DCI MAG Issue Statement on Physical Security and finds the suggested recommendations to have merit. The Office of Security is appreciative of the interest displayed by the DCI MAG and intends to include the suggested presentation in a new Security Awareness initiative currently being developed. This new initiative is a Briefing Program on a variety of current security issues. A memorandum is being circulated throughout Agency management offering competent speakers from the Office of Security to visit components and address Agency employees on security issues of current concern. Two of the proposed topics under this initiative are: (1) "Security of the Headquarters Compound and the Outlying Buildings" and (2) "What the Office of Security is Doing in Response to the Heightened Terrorist Threat."

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[REDACTED]

William F. Donnelly

[REDACTED]

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[REDACTED]

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